

ENFIELD HIGH SCHOOL BUILDING COMMITTEE
MEETING MINUTES
June 30, 2016

A meeting of the Enfield High School Building Committee was held at Enfield High School located at 1264 Enfield Street, Enfield, Connecticut on June 30, 2016.

1. **CALL TO ORDER** The meeting was called to order at 6:37 pm by Randy Daigle
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **FIRE EVACUATION ANNOUNCEMENT**

5. **ROLL CALL**

MEMBERS PRESENT

Randy Daigle, Walter Kruzel, Joe Muller, Tim Neville, George Rypysc, Lynn Scull, Greg Strich, Donna Szewczak, Laura Vella

MEMBERS ABSENT

Dr. Virginia Austin, Gina Cekala, Doug Maxellon, Jim Nasuta, Wendy Osada, Gina Sullivan

ALSO PRESENT

Jim Giuliano, Dean Petrucelli, Amar Shamas

6. **APPROVAL OF MINUTES:**

Motion made by Joe Muller to Approve the Regular Meeting Minutes dated June 9, 2016

Seconded by Lynn Scull

Motion passes by a show of hands

Abstained by Greg Strich

Motion made by Joe Muller to Move Agenda Item 16 Executive Session for Reasons Related to Contract Negotiations Before Item number 8

Seconded by Lynn Scull

Motion passes by a show of hands

7. **COMMITTEE GUESTS**

None

8. **ARCHITECTS REPORT**

Dean states as of today we have two RFI's outstanding and two shop drawings outstanding. We had no building official meeting this week, they are happening on an as-needed basis. There is one mod that is submitted to the State and there are two mods that we are still waiting on at the State that have been there for months and we are trying to follow up on. The owner/architect/CM meeting happened today. The BIM coordination meetings are happening on an as-needed basis on Wednesdays. Lynn and Ginny were appointed to review the music and auditorium equipment and requirements, FF&E, rigging and lighting and everything associated with those two spaces. We met this afternoon with our electrical engineer and Lynn and her husband. There was about a page worth of questions that we needed to answer dealing with rigging, lighting and power issues mostly in the auditorium. I think we answered most of the questions and walked away owing about 4 items to follow up on in the next few days. We

are also reviewing with Lynn and Ginny the FF&E needs for their department. We are going to follow up with Lynn in the next few days on a few pieces of equipment. We have two PR's as of today to issue to Gilbane. We have shop drawings that are on-going that are dealing with the D-wing. I have a few items to follow up with Jenise. I have two boards for the 4th of July festival.

9. PROGRAM MANAGERS REPORT

Jim states Ed Arum and I submitted payment request number 12 to the State, it was in the amount of \$7,200,593.00 of which the town will receive \$4,934,782.00 after reimbursement and 5% holdback. We are at the point where we are going to be moving some money around from the contingency line item up to construction, we have tapped that line out the State form. When we did the most recent requisition we were prompted to do a pre-ED049F, which is an ED049 final. We have to do a checklist by the end of August so that we are ready for closeout. We probably won't be ready for close out until April of next year. They want us to start going through the checklist. The State is trying to get districts ready for their closeout so they can expedite the process. Keeping these projects open costs the State a substantial amount of money. Ed also reviewed and collated all of Enfield's receipts and payments as of May. We're going to be asking John Wilcox for an updated Munis report, as well as put out a couple of requests for scheduling a meeting with John Wilcox and Ed Arum to review bans and bonding. As a result of the approval of the HAKS invoices Randy and I stated we had a meeting with HAKS. There was a part we had to verify with Art and he did not enter into agreement with HAKS regarding the 10% service charge on their invoices so we eliminated that line item from their invoices. I will be reaching out to the Board of Education in regards to the high performance building standards. There are some items that the Board of Education has to have ready. One is the smoking policy which is simple and I can ask the Superintendent for that, the other is curriculum as to green building, there should be a curriculum as it relates to high performance building standards. It is not critical at this point because we are not closing out the project, but I want to get moving on it.

Tim asks what is the timeline for that?

Jim states it will be part of the closeout, by the end of the project.

10. PROGRAM CONSULTANT REPORT

George states Monday I was at Fermi. Kerri and I were there with the movers expecting to pack the library book and they were all packed, expecting to pack instruments, they were all packed. The library aide, the librarian and the music director did an incredible job. Even though I said it at every transition meeting we had that no teacher desks or chairs are coming over from Fermi, I was ripping labels off of tables, chairs and desks. They were not informed. We have 2 of the 4 dean of students named and the secretaries. The secretaries want to know where they are going. Everything is going smooth. I had one bit of panic that we did not put in any shelving in the storage areas. I found a treasure at Fermi. It's good sturdy shelving. The librarian asked me to bring up some items, she is not happy with the color. She has 36 computers and the diagram shows 24. She had a central shut off switch to turn off all the computers and she's hoping it's still there. She asked if the internal security system, the camera, a video system and Fermi has a working one, can we help her out? She previously asked for a new system.

Dean states he will look into the switch. Also, we talked about the security system a long time ago and it was decided that she would not have her own video system when we have a central system. This committee talked about this a year ago.

Amar states we saved the outlets but all the circuitry had to be rewired.

Walter asks about the World Language software.

George states Paul Russell came to our meeting this afternoon. He said he would take care of getting the P.O. through. I will follow up.

Tim states that came up at our meeting, too.

11. CMR REPORT

Amar states we are at 625 safe work days. The guys are doing a great job with safety and we appreciate it. We seem to have a lot of people coming in and out, janitors walking through the building, especially in shorts. Can you speak to them please? It's a construction area, it's a liability for us. I have no problem with the Fermi building for the cafeteria, that's your area. The construction area is off limits.

George will speak to Jim O'Neil tomorrow morning.

Amar continues in the Fermi wing, we have a couple of retro fits we have to do. We have a little work to do in the engineering/technology room. In the cafeteria wing, the lower area was in development, we are renovating that area, it should be done this summer. The A wing and where guidance is, the 2nd and 3rd floor are scheduled for final cleaning July 11th. The move is being scheduled for July 18th. We are on target for that. The punch list is scheduled on that floor for the 11th. Those 2 floors are substantially done. We already started opening the openings between E wing and A wing. The first floor we are fully completely padded out with ceiling, we have flooring to perform next week with the 1st floor and the lobby. The main lobby is already final painted on the ceiling and the glass and doors are in, as well. In the main office the flooring is in, the finishes are in and the doors arrived this week. Guidance area we are scarifying the floors due to high moisture content and we are doing an application on that floor in the next week or two and then start installing the flooring. We have a little abatement work to do outside the existing cafeteria where we took out the last piece of the window and a little bit of demo where the new bookstore is going on the first floor passed guidance. That whole area is scheduled to be finished and moved into by August 15th. Down in the lower level we are finalizing our infrastructure above the ceiling in the corridor in the A wing and we just filled in the chilled water supply and return today. We are scheduled for above ceiling sign off sometime around the end of July, then we will go into flooring, we may have some moisture mitigation to perform in that area as well. Exterior of the building in the back on the west side we are installing sidewalks and curbs and we looking to pave in about 2 weeks. We will finalize the paving in the back and then will be coming around. All of this week and next week will be installing new sidewalks. The D wing, steel is completed, masonry is substantially completed, and we are starting to install the exterior back up to the panel on the south side. As far as MEP work overhead work we're looking to start that the 2nd week of July. Everything is looking good and we are on track for that wing for completion by end of January, 2017. We are posed for CO for the A wing and the C1 wing for teacher move in on August 23rd. The driveway coming in we will be ripping that out in about a week or so. We have a little bit of drainage to do. We have to install the water main and some utility work around the D wing. We may have to close it for a couple of days. We will let you know. The neighbors have been notified. The temporary closure will be passed the houses.

Randy states Amar sent the abutters a letter requesting that we get in and take photos of existing conditions in case there is any problems, cracks, shifting. Everyone was okay with it except one person. We explain it is for their liability as much as ours. She still refused.

Donna states she took pictures.

Randy states we need to have possession of the pictures.

Amar states the pictures should be taken by the person performing the service. Once the decline, they are waiving their right.

Lynn states those pictures would mean nothing in court.

Randy states secondly, on the driveway I was able to have the Town take down six trees. We put the fence back where it was and trees are cut at ground level. I want to thank Joe for coordinating bringing over the bricks from Fermi. The bricks came and it looks great. The janitors said they didn't see 3 coats go down, can you verify and speak with Jim O'Neil?

Amar states the wax being put down is by Armstrong. They use a wax applicator, it's a totally different application than what the janitors utilize for wax here. We talked to Jim O'Neill earlier today. I've worked out a compromise with him.

12. WORKFORCE DEVELOPMENT REPORT

None

13. COMMUNICATION SUB-COMMITTEE REPORT

Lynn distributes the 4th of July sign-up sheet.

14. OLD BUSINESS:

Motion made by Joe Muller to Approve HAKS Engineers, P.C., Invoice CT0283-032, dated December 22, 2015, tabled on January 7, 2016, in the amended amount of \$5,544.30

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Joe Muller to Approve HAKS Engineers, P.C., Invoice CT0283-031, dated December 16, 2015, tabled on January 21, 2016, in the amount of \$262.24

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Joe Muller to Approve HAKS Engineers, P.C., Invoice CT0283-035, dated March 31, 2016, tabled on April 15, 2016, in the revised amount of \$5,694.96

Seconded by Lynn Scull

Motion passes by a show of hands

15. NEW BUSINESS:

Randy states the following were discussed, reviewed and approved at the budget sub-committee meeting.

Motion made by Joe Muller to Add to the Agenda HAKS Engineers, P.C., Invoice CT0283-33, dated January 19, 2016, in the amount of \$6,223.26

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Joe Muller to Approve HAKS Engineers, P.C., Invoice CT0283-33, dated January 19, 2016, in the amount of \$6,223.26

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Joe Muller to Table HAKS Engineers, P.C., Invoice CT0283-036, dated June 8, 2016, in the amount of \$8,630.42

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Joe Muller to Table HAKS Engineers, P.C., Invoice CT0283-37, dated June 9, 2016, in the amount of \$11,218.28

Seconded by Lynn Scull

Walter asks Jim if there is a chance these will be discounted, too?

Jim states yes.

Walter asks if we are going to go back and look at older ones?

Randy states we did up to the point where we negotiated. There weren't that many in the past.

Motion passes by a show of hands

Motion made by Joe Muller to Approve ECS, Invoice 275492, dated June 8, 2016, in the amount of \$700.00

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Joe Muller to Approve Silver Petrucelli & Associates Application Number 16-1138, dated July 1, 2016, in the amount of \$32,440.00

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Joe Muller to Add Goosetown Communication Invoice number 86533, dated June 14, 2016, in the amount of \$354.56

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Joe Muller to Approve Goosetown Communication Invoice number 86533, dated June 14, 2016, in the amount of \$354.56

Seconded by Lynn Scull

Randy states Goosetown was asked to install an antennae and base on the roof, they put it up on the new roof and walked away. I went up and told them they needed to put up a rubber mat and protect it for wind loads of 120 MPH.

Motion passes by a show of hands

Motion made by Joe Muller to Add the following ATP's to the Agenda:

ATP0193 – Estimated – Floor and Wall Finish Mods in E-132, in the amount of \$11,169.13

ATP0194 – Estimated – Moisture Mitigation Existing Floor Areas A and C-1, in the amount of \$132,380.00

ATP 0167 – Final – Paint to address Graffiti in Area A Classrooms, in the amount of \$8,499.00

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0193 - Estimated - Floor and Wall Finish Mods in E-132, in the amount of \$11,169.13

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0167 – Final – Paint to Address Graffiti in Area A Classrooms, in the amount of \$3,982.00

Seconded by Lynn Scull

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0194 – Estimated – Moisture Mitigation Existing Floor Areas A and C-1, in the amount of \$132,380.00

Seconded by Lynn Scull

Motion passes by a show of hands

16. EXECUTIVE SESSION

17. SCHEDULE NEXT MEETING

Motion made by Greg Strich to Cancel the Regular Meeting Scheduled for July 7, 2016

Seconded by Joe Muller

Motion passes by a show of hands

NEXT MEETING WILL BE July 14, 2016

18. COMMITTEE COMMENTS

a. Liaison Comments

Tim states we talked about the language lab software, what about the radios?

Randy states the P.O. has been cut.

Walter states the telephones, too?

Randy states yes.

Tim states thank you.

Donna states if you need anything, please contact us.

Walter states the weights should be here next Wednesday.

Jim states we submitted up to change order number 7 to the State. We've only received only 1 approved State change order. We are continuing to give them to them. Gilbane gives them one a month.

Randy states we have transferred \$750,000.00 out of the project costs to our contingency. That is part of the funds we are using to buy these extras. Amar and I sat down and we are going to finalize it this week. There will be another chunk of money coming. We are phenomenal shape financially, schedule-wise we are in great shape. We are on or ahead of schedule and under budget. I need to commend the entire team.

b. Committee Member Comments

Randy states I've asked several members to do things for me. Lynn and Dr. Austin looked into the band, auditorium and music to see if there was anything missed. They've been working on that. Laura is looking in the gymnasium and the weight room. Joe took on the bricks. I want to thank everyone, you've done an outstanding job.

c. Good to the Order

i. Any Happy News

19. ADJOURNMENT

Motion to Adjourn the meeting made by Joe Muller

Seconded by Lynn Scull

Motion passes by a show of hands

Adjourned: 7:45 pm